

Salem Public Library Advisory Board

Salem Public Library

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178.

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-588-6071 (TTD/TTY 503-588-6439) at least two business days in advance.

Salem Public Library Advisory Board

Board Members

Francine Boullosa
Gretchen Coppedge
Katherine Daniels Vice-chairman
Bill Distad
Sarah Bishop
Denise Duren
Lois Stark Chairman
Callen Sterling
Stephen Rosen

City Staff

Sarah Strahl, City Librarian
Clarissa Maciel-Garibay, Staff Assistant

Next Meeting: Wed., Oct. 13, 2021

www.cityofsalem.net

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

Meeting Agenda

Wednesday, September 8th, 2021

5:30 p.m. – 7:00 p.m. Virtual Meeting

The meeting will be available on

<https://www.youtube.com/channel/UCuw7eUMqW0fgwHhj8h1ECIQ>

1. Call to Order
2. Approval of Minutes
 - Wednesday, August 11th, 2020
3. Public Comment

(Public testimony may be provided in advance of the meeting by email. Email spladmin@cityofsalem.net)
4. Information Items
 - Teen Advisory Board (TAB) update
 - Chair's report
 - City Librarian's report
 - Friends of SPL report
 - SPL Foundation report
5. Discussion Items
 - Eugene Library Tour (Katherine)
 - Strategic Plan Survey & Research (Katherine and Lois)
 - Elections (Lois)
 - Financial Update (Lois)
6. Action Items
 -
7. Miscellaneous Board Items
 -
8. Adjournment

City Librarian Report: September 2021

General Library News

Reopening postponed and Strategic Plan

[The soft reopening of the Main Library was postponed due to COVID-19 resurgence concerns.](#) Curbside holds pickup is set to resume on Wednesday, September 8th. Due to the Herculean efforts of staff, the Main Library's collection is back on shelves. This means there will be much more to choose from when reserving items from the Salem Public Library for Curbside pickup. [Virtual Library services are ongoing.](#) Friends of the Salem Public Library have also been working diligently on getting their spaces in the Main Library set up for customers.

The Library's strategic planning process was paused in August to focus on the move from SPL @ Broadway back into the Main Library. The next step in this process is the community survey. Paper and electronic surveys will be available for the public shortly after curbside services resume.

Events

Summer Reading Club and more

80 entries were received for the Reading Colors Your World Art Contest for Teens and Adults. After judges selected a Top 5 in each category, 1st, 2nd, and 3rd place were chosen by a public vote online. A gallery highlighting the winners and featuring all the entries will be released on September 7. Also on September 7, an online Reading Colors Your World Gallery of 34 children's art entries will be shared with the public.

Another Books4Kids literacy kit request has been fulfilled for families with children and teens sheltered at the new Church at the Park site on Portland Road NE. SPL staff were also able to provide a box of Advanced Reader copies in response to a request for books for adult readers.

Dan Johnson and Carol Rugebregt represented Salem Public Library at the final Northgate "Summer Fun" outreach event on Friday, August 27. They handed out Play Doh STEAM kits and glider kits, and provided information about the library's current services and re-opening plans for September 1. They also issued 33 library cards to children and adults.

We're excited to be partnering with 15 Salem businesses to have a Downtown StoryWalk! From September 5-18, families are encouraged to take a walk through downtown to read the pages of Cathryn Falwell's *Rainbow Stew* in storefront windows. Maps for the locations have been made available at the library and in participating businesses. Visitors are encouraged to return their map to the library to earn a prize!

TRUST AND AGENCY REPORT
Fund 461 - - - FY 2020-21
L.A.B.CONTROLLED DONATIONS (Gifts)
Cost Center - 33982800 - Project #337147

| Fiscal Year | Revenue Source | Revenue | Expend Source | Expend \$ | Description | Balance |
|---|-------------------------------|------------------------|------------------------------------|----------------------|--------------------------------|--------------------------|
| Balance at 06/30/20 | | | | | | 178,906.23 |
| Jul-20 | Interest | 282.96 | | | | |
| | Total Jul 20 - Revenue | <u>282.96</u> | Total Jul 20 - Expenditures | <u>-</u> | | 179,189.19 |
| Aug-20 | Interest | 265.97 | Allocated banking fees | 8.01 | | |
| | Total Aug 20 - Revenue | <u>265.97</u> | Total Aug 20 - Expenditures | <u>8.01</u> | | 179,447.15 |
| Sep-20 | Interest | 259.79 | Allocated banking fees | 18.81 | | |
| | Total Sep 20 - Revenue | <u>259.79</u> | Total Sep 20 - Expenditures | <u>18.81</u> | | 179,688.13 |
| Oct-20 | Interest | 255.45 | Allocated banking fees | 17.45 | | |
| | Other Revenue | 13.86 | | | | |
| | Total Oct 20 - Revenue | <u>269.31</u> | Total Oct 20 - Expenditures | <u>17.45</u> | | 179,939.99 |
| Nov-20 | Interest | 239.09 | Allocated banking fees | 17.46 | | |
| | Total Nov 20 - Revenue | <u>239.09</u> | Total Nov 20 - Expenditures | <u>17.46</u> | | 180,161.62 |
| Dec-20 | Interest | 228.71 | Allocated banking fees | 6.52 | | |
| | Total Dec 20 - Revenue | <u>228.71</u> | Total Dec 20 - Expenditures | <u>6.52</u> | | 180,383.81 |
| Jan-21 | Interest | 251.09 | Allocated banking fees | 25.74 | | |
| | Total Jan 21 - Revenue | <u>251.09</u> | Total Jan 21 - Expenditures | <u>25.74</u> | | 180,609.16 |
| Feb-21 | Interest | 172.23 | | | | |
| | Total Feb 21 - Revenue | <u>172.23</u> | Total Feb 21 - Expenditures | <u>-</u> | | 180,781.39 |
| Mar-21 | Interest | 261.81 | Allocated banking fees | 32.56 | | |
| | Total Mar 21 - Revenue | <u>261.81</u> | Total Mar 21 - Expenditures | <u>32.56</u> | | 181,010.64 |
| Apr-21 | Interest | 235.04 | Allocated banking fees | 19.08 | | |
| | Total Apr 21 - Revenue | <u>235.04</u> | Total Apr 21 - Expenditures | <u>19.08</u> | | 181,226.60 |
| May-21 | Interest | 229.10 | Allocated banking fees | 20.64 | | |
| | Total May 21 - Revenue | <u>229.10</u> | Total May 21 - Expenditures | <u>20.64</u> | | 181,435.06 |
| Jun-21 | Interest | 213.36 | Allocated banking fees | 34.95 | | |
| | Total Jun 21 - Revenue | <u>213.36</u> | Total Jun 21 - Expenditures | <u>34.95</u> | | 181,613.47 |
| | Total 20/21 Revenue | <u>2,908.46</u> | Total 20/21 Expenditures | <u>201.22</u> | | |
| | | | | | Balance as of 6/30/2021 | <u>181,613.47</u> |
| | | | | | | 201,636.10 |
| Prepared By: Randy Chittenden - Finance | | | | | | 201,636.10 |
| | | | | | | - |

TRUST AND AGENCY REPORT
Fund 461 - - - FY 2020-21
L.A.B.CONTROLLED DONATIONS (Luella Charlton Estate)
Cost Center - 33982800 - Project #337149

| Fiscal Year | Revenue Source | Revenue | Expend Source | Expend \$ | Description | Balance |
|---------------------|-------------------------------|---------|------------------------------------|-----------|-------------|-----------|
| Balance at 06/30/20 | | | | | | 29,555.97 |
| Jul-20 | Interest | 46.76 | | | | |
| | Total Jul 20 - Revenue | 46.76 | Total Jul 20 - Expenditures | - | | 29,602.73 |
| Aug-20 | Interest | 43.96 | | | | |
| | Total Aug 20 - Revenue | 43.96 | Total Aug 20 - Expenditures | - | | 29,646.69 |
| Sep-20 | Interest | 42.92 | | | | |
| | Total Sep 20 - Revenue | 42.92 | Total Sep 20 - Expenditures | - | | 29,689.61 |
| Oct-20 | Interest | 42.21 | | | | |
| | Total Oct 20 - Revenue | 42.21 | Total Oct 20 - Expenditures | - | | 29,731.82 |
| Nov-20 | Interest | 39.51 | | | | |
| | Total Nov 20 - Revenue | 39.51 | Total Nov 20 - Expenditures | - | | 29,771.33 |
| Dec-20 | Interest | 37.79 | | | | |
| | Total Dec 20 - Revenue | 37.79 | Total Dec 20 - Expenditures | - | | 29,809.12 |
| Jan-21 | Interest | 41.49 | | | | |
| | Total Jan 21 - Revenue | 41.49 | Total Jan 21 - Expenditures | - | | 29,850.61 |
| Feb-21 | Interest | 28.46 | | | | |
| | Total Feb 21 - Revenue | 28.46 | Total Feb 21 - Expenditures | - | | 29,879.07 |
| Mar-21 | Interest | 43.29 | | | | |
| | Total Mar 21 - Revenue | 43.29 | Total Mar 21 - Expenditures | - | | 29,922.36 |
| Apr-21 | Interest | 38.87 | | | | |
| | Total Apr 21 - Revenue | 38.87 | Total Apr 21 - Expenditures | - | | 29,961.23 |
| May-21 | Interest | 37.88 | | | | |
| | Total May 21 - Revenue | 37.88 | Total May 21 - Expenditures | - | | 29,999.11 |
| Jun-21 | Interest | 23.52 | Other Special Payments | 10,000.00 | | |
| | Total Jun 21 - Revenue | 23.52 | Total Jun 21 - Expenditures | 10,000.00 | | 20,022.63 |
| | Total 20/21 Revenue | 466.66 | Total 20/21 Expenditures | 10,000.00 | | |
| Balance as of | | | | | 6/30/2021 | 20,022.63 |

City of Salem
461-33982800 - Interest Allocation
6/30/2021

| Project # | Feb-21 | | Mar-21 | | Apr-21 | | May- |
|-----------|------------|-----------|------------|-----------|------------|-----------|------------|
| | Balance | Int Alloc | Balance | Int Alloc | Balance | Int Alloc | Balance |
| 337147 | 180,609.16 | 172.23 | 180,748.83 | 261.81 | 180,991.56 | 235.04 | 181,205.96 |
| 337149 | 29,850.61 | 28.46 | 29,879.07 | 43.29 | 29,922.36 | 38.87 | 29,961.23 |
| Totals | 210,459.77 | 200.69 | 210,627.90 | 305.10 | 210,913.92 | 273.91 | 211,167.19 |

| 21 | Jun-21 | |
|-----------|------------|-----------|
| Int Alloc | Balance | Int Alloc |
| 229.10 | 181,400.11 | 213.36 |
| 37.88 | 19,999.11 | 23.52 |
| 266.98 | 201,399.22 | 236.88 |